

PROCESS SERVERS QUARTERLY MEETING MINUTES

Day & Date:	Tuesday, October 19 th , 2010	Location:	Downtown Justice Center 620 West Jackson, 2 nd Floor, #2083
Time:	12:00p – 1:00 pm	Minutes:	Ayat Sweid
Purpose of Meeting			
Community Awareness; Process Servers, Court and Clerk's Office Information and Exchange Meeting			

Open to the Public		
Names		
Clerk of the Superior Court		Justice Court
Superior Court		Process Servers
AOC		Judicial Officers
Item	Topic	Presenter
1.	Welcoming Remarks	Michael K. Jeanes, Clerk of the Superior Court
2.	<p>eFiling and ECR Updates</p> <p>➤ AZ Turbo Court</p> <p>AOC continues to roll out AZ Turbo Court; the current step is rolling out the e-filing portion. Chief Justice and Vice Chief Justice confirmed that making civil subsequent documents mandatory e-filing for attorneys will happen although there are not confirmed dates. This may start after Jan 2011 and the discussion is that this would be rolled out in the first four months of the calendar year, law firm by law firm. AOC will be facilitating which law firms in what order and will be communicating with them about this. Those law firms would be mandated to file the documents electronically through AZ Turbo Court product, not the current COC e-filing product. Once that takes place, Process Servers delivering to COC from Civil Law firms should not be receiving civil subsequent documents. COC will not be in the enforcement business so if and when Process Servers bring documents from law offices that are part of the mandatory e-filing, we will take it at least for those first few months of operation. However, when all law firms are mandatory, COC will not take civil subsequent documents, in paper, from law firms.</p> <p>Work continues on e-filing of civil case initiation documents between AOC and Pima County which is scheduled to be implemented in 2012. COC has advised the Supreme Court that once that is up and running in Pima County, Maricopa County would adopt it. One of the things to be worked out in Pima County's initiative is issuing summons electronically. For more information about Pima County's initiative, you can contact Patty Noland's Office, Clerk of Court, at 520-740-3201.</p> <p>AOC continues to work on access to certain criminal and civil documents via AZ Turbo Court due to Rule 123 expanded remote access to public. Rules are in place; however the technology, through AZ Turbo Court, is still being developed. Budget cuts have impacted the speed in which all of this has and will be rolled out.</p>	Michael K. Jeanes, Clerk of the Superior Court
3.	<p>Budget Status Update</p> <p>Nothing is happening until after the elections. County budget is still stable although State's is in trouble. Depending upon what happens in the elections, there are a few propositions that will affect the budget.</p>	Michael K. Jeanes, Clerk of the Superior Court

PROCESS SERVERS QUARTERLY MEETING MINUTES

4.	Introduction of Mark Leong, Supervisor Civil Filing Counter Mark Leong is introduced as the new Civil File Counter supervisor. He also supervises Distribution. Merriel Trombley is still available for assistance is Mark is not available.	Lauri Million, Administrator, Clerk of the Superior Court
5.	Updates on Filing Counter Remodel Downtown 1 st floor of West Court Building, where our CV filing counter is, is scheduled for remodel. Before that occurs, there must be asbestos abatement which is what has delayed the remodeling. County is saying it might not be completed until sometime in 2012 but COC will be meeting with them soon about this to try and expedite the matter. A significant obstacle is to find an interim space for 200+ employees and public access while the old space is shut down for remodeling. The staff will be moved outside of the buildings when they are being remodeled. It will be a period of several months. Security measures for the interim building/space are also one of the challenges that security and management are discussing for this project.	Lauri Million, Administrator, Clerk of the Superior Court
6.	ST Filings in 2010 and Update on Locations Dec. 15 is the deadline for Small Tax (ST) filings this year. We are anticipating a lot of filings. At the downtown location, we are going to do Make arrangements to configure an extra work stations in the OCH. We will accept and assign a case number for ST filings at all Superior Court locations even though the service will still be at downtown.	Lauri Million, Administrator, Clerk of the Superior Court
7.	Requested Definition on "Drop and Serve" There is no specific definition so it comes down to he said/she said. The Clerk's office doesn't determine what good service is, the judge does. The Court decides after looking at all the facts and deciding who is credible and who is not. COC suggests that if the process server association thinks that there needs to be clarification or that rules need to be changed, they might come up with a draft change to the rules and submitting that to the supreme court before the deadline for rule changes which is Jan 10 th . The Supreme Court will put draft changes out for comment until May then the responses are done in Aug/Sept. Finally, the court decides and puts it into effect in Jan the following year. COC can review process server association's draft if requested.	AOC Representative and Aaron Nash, Special Counsel, Clerk of the Superior Court
8.	Process Server Expectations Reminder to carry your identification card at all times and if someone asks to see it, show it. Concerns about process server cards not being durable and not looking authentic. COC is always working on improving what they can.	Sandra Tarin, Customer Service Process Servers Coordinator
9.	Justice Court Information <ul style="list-style-type: none"> ➤ Forcible Special Detainer Brought to Justice Courts' attention that there are issues with forcible detainers certified posting. Courts are not being consistent in service and justice clerks are not consistent in notifying parties. James will be meeting with court managers to get it sorted out. If you feel that you are dealing with a court that is outside statutes or rules, ask to see the court managers to discuss. Court Managers and Deputies do not report to James; Judges are the highest authority. Contact James with specifics about issues at 602-372-3601 or jamesvance@mcjc.maricopa.gov so he and court managers can address issues. ➤ Affidavit of Attempted Service There is no clear guidance in statutes on whether filing Affidavits of Attempted 	James Vance, Deputy Justice Court Administrator

PROCESS SERVERS QUARTERLY MEETING MINUTES

	Service are required or not. Unless there is a situation of avoiding service and trying to get Order for Service by Alternative Method, Affidavits of Attempted Service do not need to be filed with the court (Justice or Superior). There were some concerns that the Corporate Commission requires Affidavits of Attempted Service to be filed but it was confirmed that they only require seeing it themselves, not for it to be filed with the court. If process servers run into an attorney who says that Affidavits of Service must be filed, let Michael, Lauri, Aaron, or Mark know so that they can talk to the attorney.	
10.	Other Business, Questions and Comments	
11.	2011 Calendar Posted on the following page.	

FOR ISSUES YOU WOULD LIKE TO SEE ON FUTURE AGENDAS, PLEASE eMAIL;

Lauri Million, Document Management Administrator, Clerk of the Superior Court

millionl@cosc.maricopa.gov

NEXT QUARTERLY MEETING WEDNESDAY – January 26, 2011

Downtown Justice Center - 620 West Jackson, 2nd Floor Training Room 2083

PROCESS SERVERS QUARTERLY MEETING MINUTES

PROCESS SERVERS COURT AND CLERK'S OFFICE INFORMATION AND EXCHANGE MEETINGS

SCHEDULE OF MEETINGS FOR CALENDAR YEAR 2011

These meetings are scheduled a year in advance and are subject to change; please check the web site prior to the designated meeting;

http://www.clerkofcourt.maricopa.gov/process_svr.asp

JANUARY 26th, 2011 **WEDNESDAY** **12:00 – 1:00 PM**
DOWNTOWN JUSTICE CENTER
620 WEST JACKSON – 2nd FLOOR – SUITE #2083
CTS– TRAINING ROOM

APRIL 27th, 2011 **WEDNESDAY** **12:00 – 1:00 PM**
DOWNTOWN JUSTICE CENTER
620 WEST JACKSON – 2nd FLOOR – SUITE #2083
CTS– TRAINING ROOM

JULY 27th, 2011 **WEDNESDAY** **12:00 – 1:00 PM**
DOWNTOWN JUSTICE CENTER
620 WEST JACKSON – 2nd FLOOR – SUITE #2083
CTS– TRAINING ROOM

OCTOBER 26th, 2011 **WEDNESDAY** **12:00 – 1:00 PM**
DOWNTOWN JUSTICE CENTER
620 WEST JACKSON – 2nd FLOOR – SUITE #2083
CTS– TRAINING ROOM

A meeting notice and confirmation of the meeting date will be posted to the Clerk's Web Site approximately one week prior to the scheduled date.

- The agendas and minutes of these meeting are also available
- Please check the Clerk's Web Site and click on Process Servers link

http://www.clerkofcourt.maricopa.gov/process_svr.asp